



Flathead County EMS
625 Timberwolf Parkway
Kalispell, MT 59901

EMS Administrative Board Meeting
October 8, 2019 @ 1:00 pm
Flathead Emergency Operations Center

Members Present: Wayne Miller, MD, Jacob Pitcher, Mary Granger, Amy Vanterpool (NVH) at 1:07 pm.

Others Present: Rick Sacca, Jordan Owen, Mark Thiry, Jennifer Rankosky, Joe Page, Linda, Angela Mielke, Amy Beick, James Brower and Juanita Nelson.

00:00:00 **Call to Order:** Meeting was called to order by MILLER at 1:00 pm.

00:00:31 **Approval of Agenda:** MILLER asked for a motion to approve the agenda. AMY moved to approve the agenda as presented, GRANGER seconded, motion carried unanimously.

00:00:34 **Approval of Minutes:** AMY moved to approve the August 13, 2019 minutes as presented, GRANGER seconded, motion carried.

00:00:58 **Public Comment:** None

00:01:18 **Financial Report:** Juanita Nelson gave a brief update to the Board, operating statements presented for 2272, at or below 20-25%, expenses Card reader for back gate, Fire suppression panel battery replacement and logic board for HVAC system. Large janitorial order for 5-6 months, annual computer maintenance, guest wireless update. New stickers for OES logo was done and short form books printed. Summary sheet provided to outline current financial status. Budget amendment suggested in report tabled for next meeting. GRANGER reiterated what was explained for clarification.

00:07:36 **Medical Director Report:** County wide Stroke protocol rolled out, 2-month plan is to visit each department to discuss, visiting Whitefish this week, QA process and want to standardize with Jordan to do regular reviews. Rick introduced Jordan Owen, EMS program manager.

00:11:01 **EMS Advisory Committee:** Met in August, no quorum. Updated on short forms, by-laws, Medical Director contract, Stroke Protocol roll out, EMS Manager update given. EMS Adv. Comm. Requested to forward suggestions through EMS Program manager and R. Sacca.

00:13:10 **Pre-Hospital Care Protocols Committee:** Jordan expressed that the protocols are in full swing, items to be finished and signed by Dr. Briles. Formatting is biggest hurdle. Goal before end of year to have review group look over for final draft. Training to accompany the role out.

00:16:04 **Report from Acting EMS Manager:** Briefed the commissioners this morning with the document provided. Board vacancy notice presented. Update given with items in bold. Presentation of the update document given. THIRY asked about ID card process, MILLER discussed and suggested funding through EMS.

00:31:36 **Future Agenda Items:** Request to have a report on how 2019 EMT Courses went, and By-Law revisions

00:31:39 **Future Meeting Date:** Next Meeting scheduled for December 10, 2019 at 1:00 pm.

00:31:40 **Adjourn**